

EMADLANGENI MUNICIPALITY



SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR THE YEAR 1 JULY 2013 TO 30 JUNE 2014

EMADLANGENI MUNICIPALITY	
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Section 1 of the Municipal Finance Management Act (No.56 of 2003) defines the SDBIP as:

" a detailed plan approved by the mayor of the municipality in terms of section 53 (1) (c) (ii) for implementing the municipality's delivery of services and the execution of its annual budget and which must include (as part of top-layer) the following:

- (a) Projections for each month of-**
 - (i) Revenue to be collected, by source, and**
 - (ii) Operational and capital expenditure, by vote**
- (b) Service delivery targets and performance indicators for each quarter."**
- (c) Ward information for expenditure and service delivery**

The municipal manager is responsible for the preparation of the SDBIP, which must be legally submitted to the mayor for approval once the budget has been approved by the council (around end-May or early June). However, the municipal manager should start the process to prepare the top-layer of the SDBIP no later than tabling of the budget (around March or earlier) and preferably submit a draft SDBIP to the mayor by 1 May (for initial approval). Once the budget is approved by the Council, the municipal manager should merely revise the approved draft SDBIP, and submit for final approval within 14 days after the approval of the budget. The mayor should therefore approve the final SDBIP and performance agreements simultaneously, and then make the SDBIP and performance agreement of the municipal manager public within 14 days, preferably before 1 July. Note that it is only the top layer (of high level) detail of the SDBIP that is required to be made public.

It is output and goals made public in the SDBIP that will be used to measure performance on a quarterly basis during the financial year. Note that such in -year monitoring is meant to be a light form of monitoring. The council should reserve its oversight role over performance at the end of the financial year, when the mayor tables the annual report of the municipality. The in year monitoring is designed to pick up major problems only, and aimed at ensuring the mayor and the municipal manager are taking corrective steps when any anticipated problems arise. The SDBIP serves a critical role to focus both the administration and council on outputs by providing clarity of service delivery expectations, expenditure and revenue requirements, service delivery targets and performance indicators.

The SDBIP provides the vital link between the mayor, council (executive) and the administration, and facilitates the process for holding management accountable for its performance. The SDBIP is a management, implementation and monitoring tool that will assist the mayor, councillors, municipal manager, senior managers and community.

A properly formulated SDBIP will ensure that appropriate information is circulated internally and externally for purposes of monitoring **the execution** of the budget, performance of senior management and achievement of the strategic objectives set by council. It enables the Municipal Manager to monitor the performance of senior managers, the mayor to monitor the performance of the municipal manager, and for the community to monitor the performance of the municipality. The SDBIP should therefore determine (and be consistent with) the performance agreements between the mayor and the municipal manager and the municipal managers and senior managers determined at the start of every financial year approved by the mayor. It must also be consistent with outsourced service delivery agreements such as municipal entities, public - private partnerships, service contracts and etc.

The SDBIP concept

Whilst the budget sets yearly service delivery and budget targets (revenue and expenditure per vote), it is imperative that in-year mechanisms are able to measure performance and progress on a continuous basis. Hence, the end-of-year targets, must be based on quarterly and monthly targets, and the municipal manager must ensure that the budget is built around gives meaning to both in-year reporting in terms of section 71 (monthly reporting), section 72 (mid-year report) and end - of - year annual reports.

With careful planning of the budget process it may be possible for the mayor to approve the SDBIP in less than 7 days after the council approves the budget. Legally, to take account of possible revisions to the budget, the Act allows for this to take place no later than 28 days after budget approval. However, the municipality has had a biggest challenge in approving its budget as a result of council having their political

differences but with the interventions of the MEC of Local Government and Traditional Affairs we are hoping things to be sorted and everybody can start their service delivery to the community, furthermore the municipality is highly dependent on grants due to the fact that our municipality is serving a rather a community with a high level of unemployment and the income base is extremely minimal.

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MONTHLY PROJECTIONS OF REVENUE BY SOURCE 2010/2011

MONTHLY PROJECTIONS OF REVENUE BY SOURCE

KZN253 eMahlangu - Supporting Table SA25 Budgeted monthly revenue and expenditure

Budget Year 2013/14														Medium Term Revenue and Expenditure Framework		
Description	Ref	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Revenue By Source																
Property rates		905	905	905	905	905	905	905	905	905	905	905	905	10,854	11,440	12,058
Property rates - penalties & collection charges		163	163	163	163	163	163	163	163	163	163	163	162	1,953	2,058	2,169
Service charges - electricity revenue													11,722	11,722	12,660	13,673
Service charges - water revenue													-	-	-	-
Service charges - sanitation revenue													-	-	-	-
Service charges - refuse revenue		111	111	111	111	111	111	111	111	111	111	111	111	1,327	1,399	1,474
Service charges - other													-	-	-	-
Rental of facilities and equipment		85	85	85	85	85	85	85	85	85	85	85	85	1,017	1,072	1,130
Interest earned - external investments		76	76	76	76	76	76	76	76	76	76	76	77	917	967	1,019
Interest earned - outstanding debtors													-	-	-	-
Dividends received													-	-	-	-
Fines		6	6	6	6	6	6	6	6	6	6	6	5	66	69	73
Licences and permits		85	85	85	85	85	85	85	85	85	85	85	85	1,020	1,075	1,134
Agency services													-	-	-	-
Transfers recognised - operational			8,960			5,460				5,460			0	19,881	20,887	24,732
Other revenue		105	105	105	105	105	105	105	105	105	105	105	105	1,260	1,328	1,400
Gains on disposal of PPE													-	-	-	-
Total Revenue (excluding capital transfers and contributions)		1,535	10,495	1,535	1,535	6,995	1,535	1,535	1,535	6,995	1,535	1,535	13,257	50,017	52,955	58,861

MONTHLY PROJECTIONS OF REVENUE BY VOTE 2010 / 2011

KZN253 eMahlangu - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Description	Ref	Budget Year 2013/14												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Revenue by Vote																
Vote 1 - Governance and Administration		8,960	3,422	2,422	2,422	5,460	2,422	2,422	3,422	5,460	2,422	2,422	2,844	44,100	44,999	49,938
Vote 2 - Community and Public Safety		134	134	134	134	134	134	134	134	134	134	134	133	1,607	1,693	1,785
Vote 3 - Economic and Environmental Services		6	6	6	6	6	6	6	6	6	6	6	6	66	70	74
Vote 4 - Trading Services		2,000	1,500	804	804	804	804	804	804	804	804	1,614	1,504	13,050	14,059	15,148
Vote 5 - Other													1,126	1,126	1,187	1,251
Vote 6 - [NAME OF VOTE 6]													-	-	-	-
Vote 7 - [NAME OF VOTE 7]													-	-	-	-
Vote 8 - [NAME OF VOTE 8]													-	-	-	-
Vote 9 - [NAME OF VOTE 9]													-	-	-	-
Vote 10 - [NAME OF VOTE 10]													-	-	-	-
Vote 11 - [NAME OF VOTE 11]													-	-	-	-
Vote 12 - [NAME OF VOTE 12]													-	-	-	-
Vote 13 - [NAME OF VOTE 13]													-	-	-	-
Vote 14 - [NAME OF VOTE 14]													-	-	-	-
Vote 15 - [NAME OF VOTE 15]													-	-	-	-
Total Revenue by Vote		11,099	5,061	3,365	3,365	6,403	3,365	3,365	4,365	6,403	3,365	4,175	5,614	59,949	62,008	68,195

MONTHLY PROJECTIONS OF OPERATING EXPENDITURE BY GFS VOTES (GOVERNMENT FINANCIAL STATISTICS) 2010 /2011

KZN253 eMahlangu - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Description	Ref	Budget Year 2013/14												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Expenditure by Vote to be appropriated																
Vote 1 - Governance and Administration		2,264	2,264	2,264	2,264	2,264	4,980	2,264	2,264	2,264	2,264	2,264	2,264	29,882	30,072	31,445
Vote 2 - Community and Public Safety		596	596	596	596	596	1,310	596	596	596	596	596	(204)	7,063	7,498	7,960
Vote 3 - Economic and Environmental Services		377	377	377	377	377	830	377	377	377	377	377	(468)	4,137	4,387	4,653
Vote 4 - Trading Services		2,800	449	449	449	449	2,000	449	449	449	449	2,300	2,542	13,234	14,234	15,311
Vote 5 - Other		192	192	192	192	192	192	192	192	192	192	192	182	2,294	2,431	2,577
Vote 6 - [NAME OF VOTE 6]													-	-	-	-
Vote 7 - [NAME OF VOTE 7]													-	-	-	-
Vote 8 - [NAME OF VOTE 8]													-	-	-	-
Vote 9 - [NAME OF VOTE 9]													-	-	-	-
Vote 10 - [NAME OF VOTE 10]													-	-	-	-
Vote 11 - [NAME OF VOTE 11]													-	-	-	-
Vote 12 - [NAME OF VOTE 12]													-	-	-	-
Vote 13 - [NAME OF VOTE 13]													-	-	-	-
Vote 14 - [NAME OF VOTE 14]													-	-	-	-
Vote 15 - [NAME OF VOTE 15]													-	-	-	-
Total Expenditure by Vote		6,229	3,878	3,878	3,878	3,878	9,313	3,878	3,878	3,878	3,878	5,729	4,315	56,609	58,622	61,946

MONTHLY PROJECTIONS OF CAPITAL EXPENDITURE BY GFS VOTES (GOVERNMENT FINANCIAL STATISTICS)

KZN253 eMahlangu - Supporting Table SA28 Budgeted monthly capital expenditure (municipal vote)

Description	Ref	Budget Year 2013/14												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Single-year expenditure to be appropriated																
Vote 1 - Governance and Administration		911	911	911	911	911	200	911	911	911	911	911	672	9,982	8,682	8,941
Vote 2 - Community and Public Safety				175					175				(50)	300	-	-
Vote 3 - Economic and Environmental Services													-	-	-	-
Vote 4 - Trading Services													-	-	-	-
Vote 5 - Other			50										-	50	-	-
Vote 6 - [NAME OF VOTE 6]													-	-	-	-
Vote 7 - [NAME OF VOTE 7]													-	-	-	-
Vote 8 - [NAME OF VOTE 8]													-	-	-	-
Vote 9 - [NAME OF VOTE 9]													-	-	-	-
Vote 10 - [NAME OF VOTE 10]													-	-	-	-
Vote 11 - [NAME OF VOTE 11]													-	-	-	-
Vote 12 - [NAME OF VOTE 12]													-	-	-	-
Vote 13 - [NAME OF VOTE 13]													-	-	-	-
Vote 14 - [NAME OF VOTE 14]													-	-	-	-
Vote 15 - [NAME OF VOTE 15]													-	-	-	-
Capital single-year expenditure sub-total	2	911	961	1,086	911	911	200	911	1,086	911	911	911	622	10,332	8,682	8,941
Total Capital Expenditure	2	911	961	1,086	911	911	200	911	1,086	911	911	911	622	10,332	8,682	8,941

Ref	Res Dept	Vote No	National Key Performance Area	Municipal Key Performance Area	Key Performance Indicator	Project/Programme Description	Baseline Measurement	Frequency-Timeframe	Source of Funding	Annual Target (beginning of FY)	Sept-10	Dec-10	Mar-11	Jun-11
											Project ed	Project ed	Project ed	Project ed
TECH 1	TECH		Basic Service Delivery	Road maintenance	To maintain the roads as per the maintenance budget within the financial year									
TECH 2	TECH		Basic Service Delivery	Rural Road	To build the Kwamagidela / Kempslut Amawela Rural Road				MIG					
TECH 3	TECH		Basic Service Delivery	Bridge	To build the Mancu foot bridge in ward 2				MIG					
TECH 4	TECH		Basic Service Delivery	Creche	To build Siphintuthuko crèche in ward 2				MIG					
TECH 5	TECH		Basic Service Delivery	Creche	To build Magdalena crèche in ward 3									
TECH 6	TECH		Basic service Delivery	Link access	To construct ezihlabathini Mgundeni Link Access				MIG					
TECH 7	TECH		Basic Service Delivery	Rural road	To construct North hill / Khayaletu rural road in ward 2				MIG					
TECH 8	TECH		Basic Service Delivery	Rural road	To construct Hoegenog rural road				MIG					

					- Inkululeko yomphakathi - Emhxakeni Rural road in ward 3									
TECH 9	TECH		Basic Service Delivery	Electricity	To provide a basic level of electricity to all households									
TECH 10	TECH		Good Governance and Public Participation	Community health	To promote and maintain a clean and healthy environment									
TECH 11	TECH		Basic Service Delivery	Provision of water	To ensure client satisfaction/requests handed over to the relevant service provider in terms of water provision									

Ref	Res Dept	Vote No	National Key Performance Area	Municipal Key Performance Area	Key Performance Indicator	Project/Programme Description	Baseline Measurement	Frequency-Timeframe	Source of Funding	Annual Target (beginning of FY)	Sept-10	Dec-10	Mar-11	Jun-11
											Project ed	Project ed	Project ed	Project ed
TECH1 2	TECH		Basic Service Delivery	Provision of water	To supply potable water to all									
TECH1 3	TECH		Basic Service	Intergovernmental relations	Emadlangeni to									

					engage with DM, to establish a water form.									
TECH14	TECH		Basic Service	Facilitation of water services	To establish a water resource plan to supply Emadlange ni communities									
MM1	OFFICE OF MM		Municipal transformation and Institutional Development	Delegation policy	To review the Delegation Policy									
MM2	OFFICE OF MM		Municipal Transformation and Institutional Development	Internal relations	To strengthen relationships between administration and council and its committees									
MM3	OFFICE OF MM		Municipal Transformation and Institutional Development	Institutional Development	To improve relationship between Council and Administration									

Ref	Res Dept	Vote No	National Key Performance Area	Municipal Key Performance Area	Key Performance Indicator	Project/Programme Description	Baseline Measurement	Frequency-Timeframe	Source of Funding	Annual Target (beginning of FY)	Sept-10	Dec-10	Mar-11	Jun-11
											Projected	Projected	Projected	Projected

MM4	OFFICE OF MM		Municipal Transformation and Institutional Development	Institutional development	To review the effectiveness of SCOPA									
MM5	OFFICE OF THE MM		Municipal Transformation and Institutional Development	Institutional Development	To have the recommendation and reporting template approved									
IDP1	OFFICE OF THE MM		Local Economic Development	LED Strategy	To have a draft LED strategy in place									
IDP2	OFFICE OF THE MM		Local Economic Development	Special projects	LED / poverty alleviation projects planned									
CFO 1	FINANCE		Municipal Financial Viability and Management	Credible database	To develop local suppliers database									
CFO 2	FINANCE		Local Economic Development	External investments	To promote investment attraction									
CFO 3	FINANCE / OFFICE OF MM		Local Economic Development	Local Economic Development	To establish partnership with LED institutions									

Ref	Res Dept	Vote No	National Key Performance Area	Municipal Key Performance Area	Key Performance Indicator	Project/Program Description	Baseline Measurement	Frequency-Timeframe	Source of Funding	Annual Target (beginning of FY)	Sept-10	Dec-10	Mar-11	Jun-11
											Projected	Projected	Projected	Projected
CFO4	FINANCE		Financial Viability and Management	Asset register	To compile an updated register of all Council assets									
MM6	OFFICE OF THE MM		Good Governance and Public Participation	Social facilitation	To facilitate public participation in all council activities									
MM7	OFFICE OF THE MM		Good Governance and Public Participation	Public Participation	Council to adopt a Public communication strategy									
MM8	OFFICE OF THE MM		Good Governance and Public Participation	Complaints Management System	To have a Complaints management system in place									
CORP 1	CORP.SERV.		Good Governance and Public Participation	Ward committee policy	To develop a ward committee policy									
CORP 2	CORP.SERV.		Good Governance and	Ward committees	To develop a ward committee									

			Public Participation		database									
CORP 3	CORP.SER V.		Good Governance	Ward committees	To do a skills audit on ward committees									

Ref	Res Dept	Vote No	National Key Performance Area	Municipal Key Performance Area	Key Performance Indicator	Project/Programme Description	Baseline Measurement	Frequency-Timeframe	Source of Funding	Annual Target (beginning of FY)	Sept-10	Dec-10	Mar-11	Jun-11
											Project ed	Project ed	Project ed	Project ed
CORP 4	CORP.SER V.		Good Governance and Public Participation	IDP	To include ward committee plans in the IDP									
CFO5	FINANCE		Good Governance and Public Participation	Ward committees	To pay ward committee travel reimbursement per meeting									
CORP 5	CORP.SER V.		Good Governance	Ward committees	To establish ward committee sub-structures									
CORP 6	CORP.SER V.		Good Governance	Ward Committees	To have ward committee monitoring									

					mechanism in place									
MM9	OFFICE OF MM		Good Governance	Traditional Leadership Forum	To establish a Traditional leadership Forum which will meet quarterly									

Ref	Res Dept	Vote No	National Key Performance Area	Municipal Key Performance Area	Key Performance Indicator	Project/Programme Description	Baseline Measurement	Frequency-Timeframe	Source of Funding	Annual Target (beginning of FY)	Sept-10	Dec-10	Mar-11	Jun-11
											Projected	Projected	Projected	Projected
MM10	OFFICE OF MM		Municipal transformation and Institutional Development	Council	To institute regular meetings of party whips in order to have fully functional council.									
MM11	OFFICE OF MM		Good Governance and Public Participation	Public Participation	To encourage strong public presence at Council meetings									
CFO6	FINANCE		Financial Viability and Management	Revenue	Manco to review the									

			t		revenue enhanceme nt strategy document									
CFO 7	FINANC E		Financial Viability and Managemen t	Indigent register	To finalize the review of indigent register									

Ref	Res Dept	Vot e No	National Key Performan ce Area	Municipal Key Performan ce Area	Key Performan ce Indicator	Project/Program me Description	Baseline Measureme nt	Frequenc y- Timefram e	Source of Fundin g	Annual Target (beginnin g of FY)	Sept-10	Dec-10	Mar-11	Jun-11
											Projecte d	Projecte d	Projecte d	Projecte d
CFO 8	FINANC E		Financial Viability and Managemen t	Procuremen t	To develop a credible form to ensure compliance into a database that is compliant for 2010/11 financial year.									

SERVICE DELIVERY BY WARD

INTRODUCTION

MFMA Circular Number 13 of National Treasury states that the SDBIP should include the ward information for expenditure and service delivery. The circular attempts to provide community and councillors with a further break down of information on services into municipal wards.

This section provides a detailed break down of capital projects for each ward indicating the department that is responsible for the project. Included are also the start date and the end date of the project. Furthermore, this section provides municipality wide projects. Municipality wide projects are those projects that cannot be pinned down to a specific ward, the projects are cross boundary and have a municipality wide impact.

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WARD INFORMATION FOR EXPENDITURE AND SERVICE DELIVERY 2010/2011

**PROJECT CATEGORY : INFRASTRUCTURE
DEVELOPMENT AND POVERTY ALLEVIATION**

PROJECT NAME	WA RD	PROJECTS OBJECTIVE S	QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4	
			SOURCE OF FUNDING	PROJECT DESCRIPTION	SOURCE OF FUNDING	PROJECT DESCRIPTION	SOURCE OF FUNDING	PROJECT DESCRIPTION	SOURCE OF FUNDING	PROJECT DESCRIPTION
SPECIFY : PROJECT Rural roads upgrade		Infrastructure & Services	MIG						7 170 000	
Ward project	1	Poverty Alleviation	Internal Funds	Blocks bricks machine & 6 soccer kits.					40 000	
Ward Project	2	Poverty Alleviation	Internal Funds						40 000	
Ward Project	3	Poverty Alleviation	Internal Funds						40 000	
Ward Project	4	Poverty Alleviation	Internal Funds						40 000	

THREE YEAR CAPITAL WORKS PLAN							
WARD	NAME OF PROJECT	EXTENT	YEAR 1				
			Q1 Jul – Sep	Q2 Oct – Dec	Q3 Jan – Mar	Q4 Apr – Jun	Total
4	1. Magdalena crèche 2. Hoogenoeg(rural road) 3. Inkululeko yomphakathi residential area (rural road) Emxhakeni via school (rural road)						R 750 000 R 1,2 million R 1,2 million
	Bluemountain soccer jerseys, masibambisane catering company, Zein hoek	1 year					
	Phaphama project n Groenvlei						R 40 000
3	soccer jerseys x3, fencing wire, ezamagugu arts and crafts, siyazamani catering	1 year					
	Thubelihle chicken project						R 40 000
TOTAL							

THREE YEAR CAPITAL WORKS PLAN				
WARD	NAME OF PROJECT	EXTENT	TOTAL YEAR 2 R	TOTAL YEAR 3 R

THREE YEAR CAPITAL WORKS PLAN				
WARD	NAME OF PROJECT	EXTENT	TOTAL YEAR 2 R	TOTAL YEAR 3 R
TOTAL				

INTRODUCTION

In terms of Section 71 of the Municipal Finance Management Act, the accounting officer must not later than 10 days of the working day after the end of each month submit to the mayor and the relevant provincial treasury a statement on the state of the municipalities' budget.

This chapter demonstrates the municipality's month by month spending plan for the 2010/11 approved operating and capital budget.

The Emadlangeni municipality has approved an operation expenditure of R 33 488 000 and revenue amounting to R 34 568 000 , with the net operating surplus amounting to R -1, 080

MONTHLY PROJECTIONS OF REVENUE TO BE COLLECTED FOR EACH SOURCE

The Emadlangeni Municipality's anticipated revenue for 2010/11 amounts to R34 568 000. The income is attributable by the following sources of income

- Electricity
- Property rates
- Refuse
- Subsidies
- Fines and Licenses
- Other

MONTHLY PROJECTION OF OPERATING EXPENDITURE AND REVENUE FOR EACH VOTE

The total operating expenditure for 2010/11 amounts to R 33 488 000 , split between the following municipal votes.

Administration

- Office of the Mayor
- Office of the Municipal Manager
- Budget and Treasury Office
- Department of Corporate Services
- Department of Engineering Services
- Department of Community Services

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